

Curriculum and Instructional Council (CIC)

MEETING MINUTES

October 13, 2016 1:30-3:00 p.m.

S 434 – Science Building Conference Room

PRESENT:

VOTING MEMBERS:	
X McCray, Arja (Chair, Faculty Representative)	X Brown, Courtney (Faculty Representative)
X Allen, Rose (Counselor)	X Wallace, Elaine (Faculty Representative)
X Pantell, Steve (Articulation Officer)	X Alexis Alexander (Faculty Representative/DE Coordinator)
X Coleman, Clifton (Curriculum Specialist)	Vacant (Student Representative)
NON VOTING MEMBERS:	
X Jeffrey Lamb (Vice President of Instruction)	Delia, Rosemary (Dean)
Brown, Siri (Dean)	Kunkel, Robbie (Dean)

GUESTS: Hank Fabian, Dawn Williams, Anita Black, Fereshteh Mofidi, Jason Seals, Dan Lawson, Kathy Williamson (Laney)

AGENDA ITEM	DISCUSSION	FOLLOW-UP/ACTION
1. Call to Order	Meeting called to order at 1:33 p.m.	
2. Agenda	Agenda approved by consensus	MOTION: <i>Approved by consensus</i>
3. Minutes of Prior Meetings	Reviewed 9/22/2016 minutes.	MOTION: <i>Minutes approved by consensus</i>
Program Changes/Adds; Course Changes- Catalog Changes; Course Changes-Non-Catalog Changes; Deactivations	See attached. All proposals approved.	
Other Topics –		
a. New DE Checklist	Arja McCray briefly discussed a new DE checklist being proposed across the district. This is a possible list of best practices to be used when forming and/or approving the addendum.	
b. Approving large quantities of SLO updates	Clifton Coleman explained that the college is hoping to align SLOs in Taskstream and CurricUNET. Taskstream will be used as the base for most courses.	
c. Status of Curriculum Updates	Tabled due to time.	
d. Substandard Proposals	It was briefly mentioned that proposals being received by the Tech Review Committee are not up to minimum standards. This creates a lot of work. It is also difficult to get faculty to make the requested updates in CurricUNET META.	
e. Membership	Tabled due to time.	

1. Next Meeting Date	October 27, 2016	
2. Adjournment	The meeting was adjourned at 3:00 p.m.	

MISSION STATEMENT

The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and values needed to succeed and participate responsibly in a democratic society and a global economy.

To accomplish its Mission, the college provides open access to excellent instructional programs and comprehensive support services in a culturally rich, caring and supportive learning environment.

Our purpose is to provide opportunities for lifelong learning, contribute to the economic growth of our communities while assisting students to attain degrees and certificates, earn credits to transfer, and develop the skills necessary to complete their educational goals.